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San Pedro Property Owners' Alliance
IMPORTANT NOTICE

May 16, 2017

Greetings San Pedro Property Owner,

We wanted to take this opportunity to say **thank you** for supporting The San Pedro Historic Waterfront Business Improvement District ("District") renewal. We have successfully completed the petition phase and are now moving into the balloting phase of the renewal.

There is one more very important step in finalizing the renewal. The City of Los Angeles just mailed you a ballot to vote on the renewal of the District. IT IS VERY IMPORTANT THAT ALL PROPERTY OWNERS VOTE "YES" AND MAIL THE BALLOT BACK TO THE CITY IN THE ENVELOPE THEY SENT WITH THE BALLOT. Please mark the "Yes" BOX on the ballot in order to have it counted.

We've included a stamp to make it easy for you!

Office of the City Clerk
Special Assessment Section
200 N. Spring Street, Room 224
Los Angeles, CA 90012

If you did not receive a ballot, please notify our office immediately. Call Lorena Parker at 310-832-2183 or email me at LParker@SanPedroBID.com for instructions on getting a replacement ballot.

Please note that the ballot needs to be signed in TWO places. The top signature is for the ballot itself. The signature inside the box identifies you as authorized to sign the ballot. If you have any questions about filling out the ballot or the packet that was mailed to you, please feel free to contact me.

If possible, can you please send us a copy of your completed ballot or let us know that you've submitted it? You can scan and email it to LParker@SanPedroBID.com. We would really appreciate it.

We look forward to completing the renewal process and the opportunity to continue to provide you with all of the District services. We encourage you to check out our new website that emphasizes the latest economic benefits that are taking place in the District at DevelopSanPedro.com.

Best regards,

Lorena Parker

Lorena Parker
Executive Director

San Pedro Property Owners' Alliance
390 West 7th Street, San Pedro, CA 90731
310-832-2183
www.sanpedrobidcom
Lparker@sanpedrobid.com

INSTRUCTIONS FOR COMPLETING YOUR BUSINESS IMPROVEMENT DISTRICT ASSESSMENT BALLOT

SAMPLE

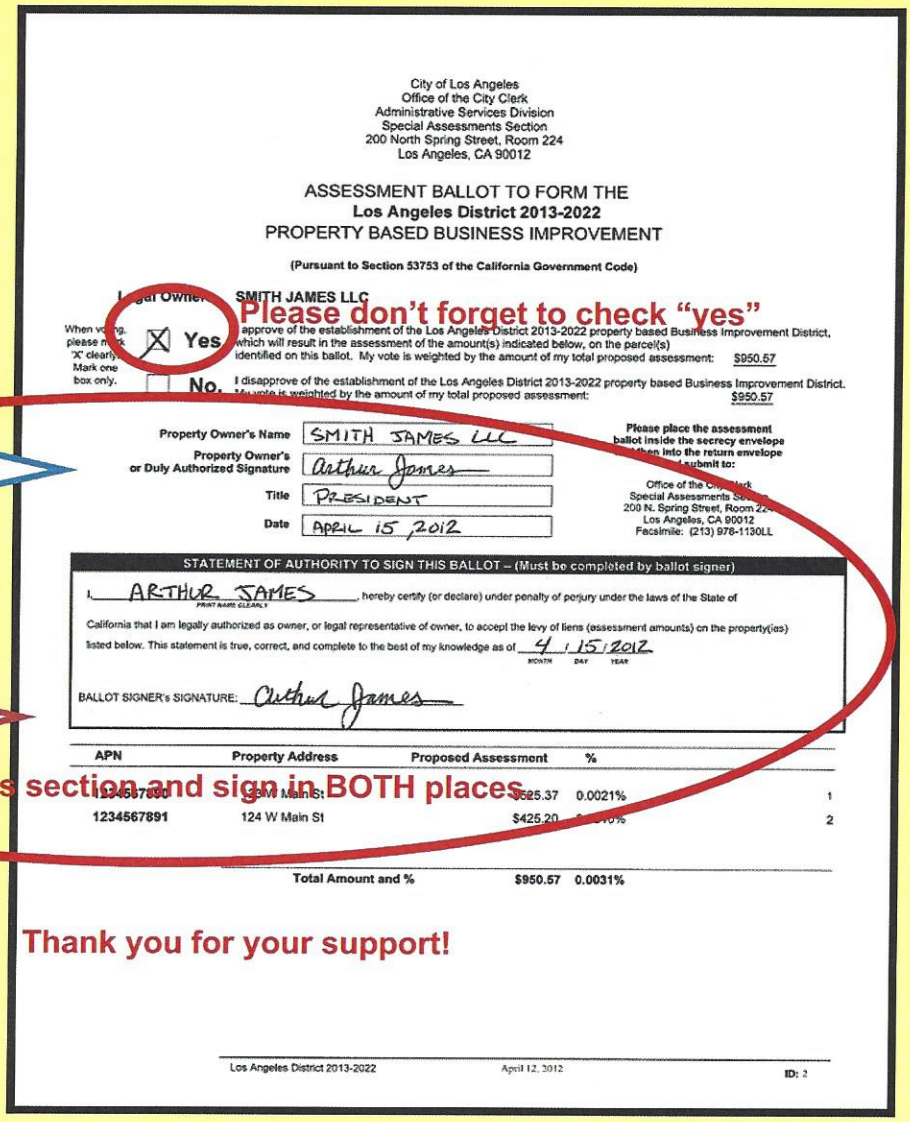
BALLOT

Your completed ballot should contain owner name, signature, & date in two separate locations.

LOCATION ONE

BOTH LOCATIONS ONE & TWO MUST BE COMPLETED

LOCATION TWO



City of Los Angeles
Office of the City Clerk
Administrative Services Division
Special Assessments Section
200 North Spring Street, Room 224
Los Angeles, CA 90012

ASSESSMENT BALLOT TO FORM THE
Los Angeles District 2013-2022
PROPERTY BASED BUSINESS IMPROVEMENT

(Pursuant to Section 53753 of the California Government Code)

Legal Owner: SMITH JAMES LLC

Please don't forget to check "yes"

When voting, please mark "X" clearly. Mark one box only.

☒ Yes I approve of the establishment of the Los Angeles District 2013-2022 property based Business Improvement District, which will result in the assessment of the amount(s) indicated below, on the parcel(s) identified on this ballot. My vote is weighted by the amount of my total proposed assessment: $950.57

☐ No. I disapprove of the establishment of the Los Angeles District 2013-2022 property based Business Improvement District. My vote is weighted by the amount of my total proposed assessment: $950.57

Property Owner's Name: SMITH JAMES LLC
Property Owner's or Duly Authorized Signature: Arthur James
Title: PRESIDENT
Date: APRIL 15 2012

Please place the assessment ballot inside the secrecy envelope [illegible] into the return envelope [illegible] submit to:

Office of the City Clerk
Special Assessments Section
200 N. Spring Street, Room 224
Los Angeles, CA 90012
Facsimile: (213) 978-1130LL

STATEMENT OF AUTHORITY TO SIGN THIS BALLOT – (Must be completed by ballot signer)

I, ARTHUR JAMES (PRINT NAME CLEARLY), hereby certify (or declare) under penalty of perjury under the laws of the State of California that I am legally authorized as owner, or legal representative of owner, to accept the levy of liens (assessment amounts) on the property(ies) listed below. This statement is true, correct, and complete to the best of my knowledge as of 4 (MONTH) 15 (DAY) 2012 (YEAR)

BALLOT SIGNER's SIGNATURE: Arthur James

APN	Property Address	Proposed Assessment	%	
1234567890	123W Main St	$525.37	0.0021%	1
1234567891	124 W Main St	$425.20	[illegible]	2
	Total Amount and %	$950.57	0.0031%	

Please complete this section and sign in BOTH places

Thank you for your support!

Los Angeles District 2013-2022 April 12, 2012 ID: 2

BALLOT INSTRUCTIONS: Property owner(s) MUST complete the following steps:

A) REVIEW YOUR BALLOT

1) Match your name to the name listed as the legal owner.
2) Ensure that the APN numbers and property addresses on your ballot match your property.
3) Review the proposed assessment charge(s) and the percentage of the district-wide assessment associated with each individual parcel and for all your properties.
4) Consider the options presented on the ballot.

B) MARK YOUR BALLOT

1) Fill in the box to either approve or disapprove the proposal listed in the ballot.

Instructions continue on reverse →

2) Fill out Property Owner's Name, Property Owner's or Duly Authorized Signature (*location one*), your title, and the date. (*This section affirms your ballot vote*)

3) Read the Statement of Authority to Sign This Ballot. Complete the name, date, and signature (*location two*) sections. (*This section affirms your authority to vote for the property. Please see WHO CAN SIGN section below*)

C) SUBMIT BALLOT

You may submit your ballot in one of the following ways:

1) By Mail: **Place your completed ballot in the provided return envelope and mail to:** 200 N. Spring St, Room 224, Los Angeles, CA 90012 **Use the stamp provided.**
2) By Facsimile: (213) 978-1130
3) In Person: John Ferraro Council Chamber Room 340, City Hall, 200 N. Spring St, Los Angeles, CA, 90012

**** Please send us a copy of your ballot if you would like us to check it.****
Send to LParker@SanPedroBID.com

Please note: Your ballot must be received prior to the public hearing scheduled to consider this matter. The date, time, and place of the hearing are included in the accompanying public hearing notice.

Ballots will be weighted according to the financial obligation of the owners of the affected properties.

WHO CAN SIGN THE BALLOT?

The property owner should fill out the assessment ballot. The following guidelines outline who can sign your ballot based on the ownership:

If the property is owned by an individual, the individual must sign.

If the property is owned by a corporation, the ballot may be signed for the corporation by any officers pursuant to Corporations Code section 313 (i.e., the Chairman of the Board, President, or Vice President and the Secretary, any Assistant Secretary, the Chief Financial officer, or any Assistant Treasurer) or pursuant to the by-laws or by resolution of the corporation's Board of Directors.

If the property is owned by a partnership, any general partner may sign.

If two or more persons own the property as tenants-in-common, any one tenant-in- common may sign for all.

If two or more persons own the property in joint tenancy, any one joint tenant may sign for all.

If a property is held by a married couple as community property, both must sign the assessment ballot.

NOTE: In the event that more than one of the record owners of an identified parcel submits an assessment ballot, the amount of the proposed assessment to be imposed upon the identified parcel shall be allocated to each ballot submitted in proportion to the respective record ownership interests or, if the ownership interests are not shown of record, as established to the satisfaction of the agency by documentation provided by those record owners. (Government Code section 53753(e)(1))